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AMERICANS WITH DISABILITIES ACT
IMPLEMENTATION PLAN FOR POLICE STATIONS
AND
THE HALL OF JUSTICE

Developed by the Personnel Division for the

Chief of Police
Anthony Ribera

Hall of Justice
850 Bryant Street
San Francisco, CA 94103

July 1993

Copies available by calling the
Americans with Disabilities Act Coordinator at
(415) 553 1343

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AMERICANS WITH DISABILITIES ACT
TRANSITION PLAN FOR POLICE STATIONS
AND
THE HALL OF JUSTICE

Prepared by the Personnel Division for the

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A survey was conducted of the Hall of Justice, the ten district police stations and the Juvenile Bureau to identify barriers to accessibility and develop a plan to remove them as required by the Americans with Disabilities Act. These sites were personally surveyed by Sergeant Michael J. Sullivan, Americans with Disabilities Act Coordinator, and Mr. Paul Imperiale, Mayor's Disabilities Coordinator.

The survey was conducted utilizing the following standards:

1. Uniform Federal Accessibility Standards (UFAS)
 2. Americans with Disabilities Act Accessibility Guidelines (ADAAG)
 3. Title 24, California Administrative Code, California State Accessibility Standards.
-

The department is currently undertaking the reconstruction and/or remodeling of its facilities. This project began in 1987 with the passage of a 27 million dollar bond. At the completion of the program all stations will be made accessible.

The areas which have been identified as those available to the public are the lobbies of each station, reception areas of specific offices at the Hall of Justice, and the Police Commission Hearing Room. The survey also identified the entity responsible for the public areas of the Hall of Justice and the pathways to the building. The Department of Real Estate is the landlord for the Hall of Justice and the Sheriff is responsible for those areas which have been altered by the construction of the new jail facility.

There are three phases to implement the plan. The first phase includes those items identified that can be corrected through either policy changes or simple additions (such as placing tables to act as a writing surface). The second phase requires the generation of funding to remodel doors, retrofit handles and other items that require the work to be completed by outside vendors. The third and final phase will realize the completion of the bond project for the reconstruction of the targeted police facilities.

In addition to the three phases we are in the process of developing an ADA guidebook for managers.



PHASE I

A. Issue Department Bulletins on the following topics:

- a. ADA and accessibility issues.
- b. Prisoner safety in transporting and incarceration.
- c. Awareness of disabled parking and enforcement provisions.
- d. ADA Transition Plan survey.
- e. Procedure for individuals who can not sign documents because of a disability.

COMPLETED

B. Letters sent to Sheriff Michael Hennessey and Mr. Anthony DiLucchi Department of Real Estate and Mr. Tom Folks, Department of Public Works, Traffic Engineering. They are responsible for the following:

- a. Sheriff
 1. modification of the disabled parking space in the rear lot.
 2. disabled parking signs in this lot to be raised.
 3. extension of the ramp from the parking lot to accommodate a wheelchair.
- b. Department of Real Estate (Mr. Rene Bura and Mr. Anthony DiLucchi for the Hall of Justice)
 1. modification of the elevators, public telephones, tables for the telephones, restrooms, and entry/exit doors.
 2. sign package regarding the hours of operation for the accessible doors and the use of guide dogs.
 3. resurfacing and restriping of the entry ramp.
 4. placement of an intermediate railing on the front stairs.
 5. installation of safety striping on the front stairs.
 6. bulletin board across from room 475 to be lowered.
- c. Department of Public Works, Traffic Engineering
 1. Installation of a blue zone at Park and Potrero Stations.

COMPLETED

C. Memos sent to the following commanding officers:

- a. Park Station to remove the candy machine from the lobby.
- b. Southern Station to reconfigure the metal detector machine at the rear entry to allow for the passage of a wheelchair and to reinstruct the security staff on searching procedures.
- c. Bureau of Investigations to:
 1. remove one chair from the reception area of each unit to accommodate a wheelchair.
 2. removal of the sofa from the Sexual Assault Section.
 3. maintenance of an accessible pathway in each unit from the reception area to the interview room (in those units that have such a room).

COMPLETED

D. Placement of a table for the use of disabled persons in front of the Taxi/Permit and Records Sections along with a sign explaining their use.

E. Placement of a microphone on a table in the Police Commission Hearing Room.

COMPLETED

PHASE II

The following work will be undertaken in order to either remove barriers or assist in allowing our services to be more accessible.

1. Sign package (plastic with adhesive backs)

- a. placement at all business offices that provide public services
a sign with the universal disability symbol and this wording; (60 total)

IF YOU REQUIRE ANY ASSISTANCE FOR
ACCESS TO SERVICES NOTIFY THE STAFF

- b. at selected offices in the Bureau of Investigations and Administration
Bureaus the placement of a sign naming the unit in letters and braille.
(20total)

COST \$ 3900.00

COMPLETION JAN 1994

2. Retrofit the entry door and one interview room door with lever hardware in the following offices:

- a. Robbery, Homicide, Fencing, Burglary, General Works, Hit and Run, Fraud, Auto, and Sexual Assault.

COST $18 \times \$42.66 = \767.88
service call 35.00
\$802.88

COMPLETION SEPT 1993

3. Installation of a FM wireless hearing assistance system in the Police Commission Hearing room.

COST \$996.08

COMPLETION OCTOBER 1993

4. Adjustment of the door closers at the Photo Lab and Sexual Assault section.

COMPLETION JULY 1993

5. Lowering or installation of counter phone and/or public telephones at the following locations.
 - a. Mission, Richmond, Ingleside, Park, Southern and Central Stations.
6. Installation of an intercom system at the following stations to provide access to the business office.
 - a. Mission (in the rear)
 - b. Potrero (as close to the front door as possible)
7. The following locations require the listed work:
 - a. Juvenile Bureau (*to be relocated as part of the new Mission Station complex at 17th and Valencia St.*)
 1. sign at the front entry indicating the disabled access is at the rear
 2. buzzer at the back to notify the front desk from the back door
 3. safety strip on the front steps
 - b. Park Station
 1. sign on the gate indicating disabled parking inside
 - c. Ingleside Station
 1. disabled parking sign at the front gate to the station
 2. repaint blue zone inside the station compound
 3. painted safety strip on the curb to the right of the station's front door
 - d. Mission Station
 1. sign indicating disabled access at the rear of the station
 2. safety strip on the front stairs
 - e. Central Station
 1. safety strip to define the drop from the entry to the sidewalk at the street lobby
 - f. Tenderloin Task Force
 1. lower the intercom and place a sign indicating it is to be used for access
 - g. Hall of Justice
 1. Police Commission Hearing room doors need to be made to comply with ADAAG as well as the doors providing access to the Recruitment Unit
 2. A portion of the business counters in rooms 400 and 535 need to be modified to 34 inches high and 36 inches wide and remain at the same depth. The Traffic Bureau, 1st floor, requires that one section of the counter be lowered as per the above.

ITEMS 5,6,7 COST \$59,400.00

COMPLETION MARCH 1994

PHASE III

The programming and planning for the remodeling and/or reconstruction of police facilities has been completed. The following is the estimated timetable for completion of all construction.

Central Station	Fall 1995
Potrero Station	Fall 1994
Mission Station/Juvenile Bureau	August 1994
Park Station	August 1994
Taraval Station	
(in the process of moving to a temporary location)	August 1994

This schedule is based on programming projections, the possibility of labor, contractual, permit, material shipment and other unforeseen difficulties or delays can not be predicted.

